



## Minutes of the Regular Meeting of the Airport Board October 18, 2016

### I. Call to Order / Attendance

A regular meeting of the Airport Board was called to order at 8:32 AM, Tuesday, October 18, 2016, at the Central Colorado Regional Airport, 27960 County Road 319, Buena Vista, Colorado by Board Member Bill Lockett. Additional Board Members present were Tom Warren, Dennis Heap, and Mal Sillars. Also present were Town Administrator Brandy Reitter, Airport Manager Jill Van Deel, and Deputy Town Clerk Melanie Jacobs. Travis Durbin from Reach Air Medical Services attended for a short time.

### II. Pledge of Allegiance

Lockett led in the Pledge of Allegiance.

### III. Approval of Minutes – September 20, 2016

Heap motioned for approval of the September 20, 2016 minutes. Sillars seconded. **Motion #1** passed unanimously.

### V. Reports

#### A. Operations

Van Deel informed the Board that an Army commander from Colorado Springs had called about putting together a training program at CCRA. In exchange for a land use agreement, they would provide labor to install additional hardstand at the airport. The Town would be expected to pay for materials. The commander also expressed an interest in building a facility at CCRA in the future, and is discussing the possibility with his superior officers.

Van Deel has yet to hear back from Fusion Aeronautics regarding the possibility that they might utilize CCRA as a production site for P-51 replicas.

CCRA is currently at a standstill regarding its plans to purchase the Jay Jones hangar, as a lien has been placed on the facility by one of Jones' creditors. The money previously allocated for the purchase will be carried over into 2017 and Van Deel hopes to proceed with the acquisition next year.

Van Deel let Board members know that Complete Parachute Solutions, which recently carried out two days of training at CCRA, has traveled to Nepal where they plan to conduct record-breaking jumps at Mt. Everest.

Van Deel stated that a few individuals from Leadville will soon be starting a mountain flying clinic at CCRA, and that they will be marketing the clinic nationwide in an effort to bring people in from all across the country.

CCRA has sold about 58,000 gallons of fuel through the end of September, which is on pace with 2016's sales even though no testing took place at the airport this summer.

Van Deel closed her operations summary by noting that she spoke last week with representatives from Bell Helicopter, who told her that they intend to return to CCRA in 2017 to test their prototypes.

**B. Marketing**

Van Deel indicated that she will be meeting with Leadville Airport Manager Levi Brown later this week to discuss partnering on the 2017 Dispatchers Conference and Heli-Expo, both of which will be taking place in Dallas. All the necessary airport schwag has been obtained and staff is now working on putting brochures together. Reitter stated that first drafts of the brochures would be made available to Airport Board members at their November meeting. Van Deel asked the Board to consider what CCRA could offer as a prize for the Dispatchers Conference drawing, and suggested that a vacation package might be appropriate.

**C. Financial**

Van Deel informed the Board that AgustaWestland had finally paid its \$168,000 debt to the airport.

Reitter then went through some proposed 2017 budget numbers for CCRA: projected revenue is \$738,000 (not counting any testing that may come in), and expenses are estimated to run \$862,000. She remarked that the town's subsidy to the airport had gone down in 2016 to \$130,000 and could be significantly lower in 2017 depending on testing. Reitter further noted that the 2017 expense figure was \$592,000 less than 2016's number, as a result of several land acquisition and grant match matters having been taken care of this year.

Reitter went on to list some additional budget figures: a projected operating budget of \$277,000 in 2017, maintenance costs of approximately \$20,000, a cost of goods for resale of \$255,000, an expenditure of \$40,000 to replace the fuel farm, and \$5,000 for an oxygen cart, which will be a new service provided by the airport. The FAA hangar acquisition grant of \$250,000 will be carried over to 2017.

Reitter asked Board members if they wanted to send a representative to the Trustee work session on October 26, during which Advisory Boards are scheduled to present budget requests. After some discussion, the Board decided that as they had no major upcoming budget items, it would not be necessary for them to send anyone.

**D. Chaffee County UAS**

Heap stated that an event called "Central Colorado UAS Roundup" will take place at Mt. Princeton on October 27. There will be a discussion involving a handful of state legislators as well as panels on the status of UAS in Colorado and the public safety applications of drones. Exhibits will be available for viewing that afternoon.

Van Deel recently met with the owner of a Breckenridge-based drone company that does photography work for realtors. He wanted to know what the local rules governing drone usage looked like. He also requested an opportunity to conduct a drone demonstration for the Airport Board.

**VI. Old Business**

**A. Ferris/McFarland Hangar**

Van Deel updated Board members with the news that Bud McBroom had sold his hangar to Tom McFarland. Rob Ferris nevertheless intends to proceed with construction of his hangar. Reitter is currently negotiating with him on the terms of the ground lease, and expects to have an update for the Board at the November meeting.

**B. Grindle Acquisition**

Reitter stated that a survey of the property had been ordered and that she expects it to be completed within thirty days. She will plug the survey information into the purchase agreement and forward that document to the Grindles. Reitter indicated that there is a

possibility she will have to go through the County subdivision process with the land before finalizing the purchase, which would delay the timeline. She plans to put the purchase amount into an escrow account, as the total will be paid out to the Grindles over a span of three years.

**C. Car Rental Services**

Heap informed Board members that the letter from CCRA, signed by Lockett, was sent to both Avis and Budget. He received a response a short while ago: neither company was interested in the proposal because of the projected low rental volume and the distance involved in shuttling vehicles back and forth to this part of the state. Warren suggested that Van Deel talk to Hertz about returning to the County, and possibly offer some assistance with moving cars into and out of the area. Van Deel thought the regional representative might be receptive to the idea and said she would get in touch with her.

**VII. New Business**

**A. Reach Representative**

Travis Durbin told Board members that Reach's flight volume was up in 2016 from the previous year, and that the move to CCRA was turning out to be a good idea from a logistical standpoint. Reach is currently trying to expand its service area.

Van Deel mentioned the October 1 open house hosted by Reach, noting that it was a successful event, attended by about 120 people. She stated that Reach was still in talks with both Godonis and Muller about long-term location plans. She expressed the hope that the matter would be resolved before the end of the year, so she could take Reach's plan to the Buena Vista Sanitation District along with a request to allow them to continue using their temporary holding tank for the time being.

In response to a question from the Board, Van Deel stated that she still preferred the Godonis hangar as the site of Reach's future relocation. The Board agreed and urged her to advocate for that outcome.

**B. Tenant Lease Revision**

Reitter requested that the Board email comments about the lease to herself and Jill. She stated that the lease had been prepared by the Town Attorney and included some language that could be omitted and other sections that should be prefaced with "if applicable," since they would not be relevant to most tenants. Van Deel offered to find examples of simpler hangar leases, which she will forward to Board members before the next meeting. Heap agreed to forward a hangar lease template to the Board as well.

**C. Ron Southard's Ground Lease Buyout**

Reitter let Board members know that she had forwarded the purchase agreement to Southard, and he has asked his attorneys to review it. She plans to wrap up the deal before the end of the year.

**D. Carpenter Hangar Signage**

Sillars requested that the Carpenter 'for sale' sign be taken down and replaced with some kind of airport sign. Reitter asked Van Deel to have the sign removed right away, and stated she would ask the Board at its November meeting to pass a motion renaming the hangar, to be used on whatever new signage is put in place.

**E. Airship Company Plans**

Century Airships out of Colorado Springs called Van Deel earlier this month to ask about land for a 300' x 100' facility, should they choose CCRA as their preferred location. Their plan would be to install a concrete pad with a dome above it to

accommodate their airships, and they are interested in a twenty-year lease. Van Deel suggested an area north of the Carpenter property as a possible site. There was some indication that they would be willing to enter into a cost-sharing arrangement with the Town to get the concrete pad installed; the pad would then revert to the Town's use after the expiration of the lease. The company intends to send untethered airships into the stratosphere. Van Deel indicated that they hope to reach a decision about their future location by sometime in January.

**VIII. Public Comment**

There was no public comment.

**IX. Other Business**

None.

**X. Adjournment**

Lockett noted that there was no further business to come before the Board. Sillars motioned to adjourn and was seconded by Heap. **Motion #2** carried and the meeting adjourned at 9:50 AM.

RESPECTFULLY SUBMITTED:



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ACTING CHAIRMAN BILL LOCKETT



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DEPUTY TOWN CLERK MELANIE JACOBS